

Job Title: PUBLIC WORKS LABORER/OPERATOR

Definition of Position or Classification:

Responsible for the operation of light to heavy sized road department vehicles, equipment, and tools as well as repair and maintenance of the same. Employees in this class are also responsible for the performance of heavy manual labor. Performance of manual labor and operation of vehicles, equipment, and tools is often performed for long periods of time under adverse weather. Work also extends to minor welding and minor fabrication jobs, when necessary. Duties cover a wide variety of activities, working alone or in groups depending on location and nature of assignment. The employee must be capable of laboring, working and operating equipment independently without direct supervision and handling tasks independently

Reports to:

The Township Public Works Superintendent, with direct and/or general supervision by the Foreman.

Essential Abilities Required to Perform the Position:

- Ability to establish and maintain effective working relationships with staff and public.
- Ability to communicate effectively and follow oral and written instructions.
- Receive, understand and respond to calls on portable and vehicle radios and cell phones.
- Accept continuous instructions, training and education to further knowledge and abilities for completing job duties.
- Work courteously and tactfully when dealing with others.
- Work in coordination with others
- Request assistance when appropriate.
- Accurately complete administrative forms and reports in a timely fashion.
- Adhere to all rules, regulations, and procedures necessary to maintain required licenses, certificates, and/or registrations.
- Apply common sense understanding to carry out instructions.
- Carry out job functions with or without supervision
- Carry out job functions without posing a direct threat to the health or safety to self or others.
- Complete job functions in a timely, good workmanlike manner
- Exercise sound judgment in evaluating situations and in making decisions
- Maintain acceptable attendance standards
- Maintain confidentiality of information
- Maintain socially appropriate behavior
- Understand and comply with drug use/abuse policies and procedures.
- Understand and comply with smoking and tobacco use policies.
- Understand and comply with personnel policies and procedures and collective bargaining agreements.
- Ability to perform heavy manual labor including shoveling, material spreading, walking, bending, lifting, squatting, reaching, pushing, pulling, and repetitive movements with heavy to light machinery and tools.

- Capable of frequently lifting light weights (1-14lbs.), and occasionally moderate (5-50 lbs.) and occasionally heavy (over 50 lbs.) weights.
- Demonstrate clear vision and sound hearing to avoid possible hazards, including moving vehicles and road equipment.
- Ability to work under pressure and changing weather extremes.
- Capable of complying with safety standards and recognizing safety warnings and hazard including but not limited to light- heavy equipment operation safety standards and all highway safety standards.
- Capable of safely and effectively operating light to heavy road department tools, equipment and vehicles with all attachments including but not limited to: light to heavy dump trucks, graders, front end loaders, backhoe, cinder and salt spreaders, snow plows, tractors, and street cleaning equipment.
- Ability to safely and effectively operate manual, pneumatic, and power tools including but not limited to chain saws, drills, grinders, torches and welders.
- Ability to safely and effectively maintain and perform emergency and maintenance repairs on light to heavy road equipment and vehicles.
- Ability to safely perform highway, bridge, drainage, and recreation site and maintenance tasks.
- Upon completion of tasks, ability to seek further instructions and/or independently develop a continual schedule of assignments with minimal or no supervision.

Ability to Safely and Effectively Perform the Following Tasks, including but not limited to:

- Snow removal/plowing, sweeping and shoveling.
- Operate vehicles to spread snow removal materials, brine and haul materials.
- Erect snow fence.
- Shovel and lift road materials.
- Clean ditches, culverts and catch basins of debris.
- Install stormwater ditches, drainage lines and pipes.
- Minor bridge repair.
- Road bank mowing, grass cutting and weed whacking.
- Cut and saw trees/limbs.
- Remove tree stumps and brush.
- Repair imperfections and holes in highway surfaces using tar, gravel, asphalt, stone and other highway materials.
- Resurface roads and crack sealing.
- Perform building and equipment modifications.
- Perform roadway, bike path, sidewalks, and walkway construction and resurfacing.
- Perform all grounds maintenance tasks.
- Erect and repair road signs.
- Painting/applying all highway markings and lines.
- Perform traffic direction and control.
- Install and erect guide rails and barriers.
- Operate hand and power tools in conjunction with department needs.
- Playground, park and grounds maintenance.
- Perform other related departmental tasks as assigned.

Minimum Training and Experience Requirements

High School diploma or GED and two years experience in operating light to heavy road maintenance equipment and highway vehicles and tools.

Minimum Special Qualifications

Prior to appointment and during employment tenure, must possess a current and valid PA Class A or B Commercial Driver's License (CDL) to operate vehicles in excess of 26,000 lbs. Volunteer firefighter preferred.

Pre-employment medical exam required.